

Battle Ground Town Council

Meeting Minutes, October 18, 2021

Attending: Council President James Miller, Councilors Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Town Supervisor Ron Holladay, Clerk Treasurer Georgia Jones. Greg Jones participated virtually via Zoom.us link. Not attending: Matt Coppock, Jerry Burk. Guests attending virtually: Sheri Rohrer, Michael Budd, Joe Kline, Bill Jones

James Miller called to order at 6:03 p.m. and additions to the agenda include land availability and potential cooperation with local organizations, and the budget reduction ordinance.

Guest Comment - Sheri Rohrer, Pastor at the Battle Ground United Methodist Church, offered an opportunity for town and local groups combine efforts to provide programs and activities that benefit the local community. The conversation is starting and information is welcome. What does Battle Ground need, how can the interested groups serve the community, how can we partner for identified needs? Mary Jo Totten attended a visioning session in October and was nominated to be the council representative for future conversations.

Budget Adoption

Mary Jo Totten **moved** to adopt Ordinance 2021-599 Civil Town 2022 Budget, published online according to requirements. Second of Steve Hahn, motion carried with unanimous roll call vote.

Mary Jo Totten **moved** to adopt Ordinance 2021-601 Reduction of 2021 Budget. Fund lines involved include 0005 Riverboat, 2391 Cum Capital Development, and 2411 Economic Development LIT. Second of Matt Coppock, motion carried with unanimous roll call vote.

Which are reduced to allow a greater budget in 2022.

Greg Jones **moved** to adopt Ordinance 2021-600, the Unified Subdivision Ordinance Amendment #12. Second of Mary Jo Totten, motion carried with unanimous roll call vote.

Salary Ordinance and Staffing

Town Coordinator - Georgia Jones introduced a job description to add project coordinator responsibilities to the Town Marshal job description, to assist the Town Supervisor. The projects would encompass gathering information, seasonal maintenance scheduling, safety training and creating records to support equipment replacement and upgrades. The proposal is to add a few hours weekly to the current job description, that are paid from the sewage budget. There is support in the council for and additional full-time position in the Street/Waste treatment department. The coordinator option is a transition step to provide assistance until another position is added. The hours would need to be designated weekly and logged on the Wastewater department timecard and approved by the Town Supervisor.

Steve Hahn **moved** to approve the town coordinator job description, added to Town Marshal duties, for 5-7 hours per week paid from the General Fund budget. Second of Matt Coppock, motion carried with unanimous roll call vote.

There was discussion of comparable government units, and the need to keep Battle Ground wages competitive in all job descriptions. Currently there is longevity compensation in addition to a base wage for the clerk-treasurer. If wages are increased, a correction to the budget may be necessary after the first of the year. Council and Treasurer wage must be approved by the end of December, 2021.

Commercial Development

A developer has asked the town council to help with costs to place a road or utilities on Northgate Drive east of SR 43. The construction estimates are higher now than when the project was initiated and assistance might keep the original timeline. Because there is no revenue from the TIF district yet, the money would need to come from utility or town development resources. The council discussed their options and no decision was made.

Rate Study – no report at this time

Big Four Trail

Discussion of the master plan for the trail and what might be beneficial for Battle Ground residents. A citizen advisory committee would be helpful for ideas and concerns as plans progress.

Guest Comment

Greg Jones reported that Brenda Moore cleaned and repainted the Battle Ground sign on South Railroad Street. It looks brand new.

Motion to adjourn 7:45 p.m. by Mary Jo Totten. Second of James Miller.

Georgia Jones, Clerk Treasurer

James Miller, Council President